



KATIE HOBBS
GOVERNOR

J.M. "JESSE" TORREZ
CHIEF EXECUTIVE OFFICER
GOVERNOR'S HIGHWAY SAFETY REPRESENTATIVE

Chief Kraig Fullen
Douglas Police Department
300 West 14th Street
Douglas, AZ 85607

PROJECT REFERENCE:

Grant Agreement Number: 2024-405b-003
Total Estimated Costs: \$25,000.00
Purpose of Project: Occupant Protection Enforcement
Overtime

Dear Chief Fullen:

Attached is one copy of the referenced Highway Safety Grant Agreement for your review and signature. This is **not** an authorization to proceed with the project.

Please complete the following steps:

1. Review the entire grant agreement as there have been **significant changes** throughout the agreement;
2. GOHS requires **one** single-sided copy with an original signature.
3. Have your fiscal staff complete the Reimbursement Instructions (page 24);
4. As Project Director, sign and date the signature page;
5. Obtain the signature of Anna Urqujo, City Manager, City of Douglas as the Authorized Official of Governmental Unit;
6. Return one completed and signed copy to the Governor's Office of Highway Safety, 1700 West Washington Street, Executive Tower, Suite 430, Phoenix, Arizona, 85007.

Please **do not** incur any costs at this time as it would nullify the grant agreement. Once the signed copy is received, I will approve and sign the agreement as the GOHS Chief Executive Officer/Governor's Highway Safety Representative and an original executed grant agreement with a letter of authorization to proceed will be forwarded to you.

Sincerely,

J.M. "Jesse" Torrez, Chief Executive Officer
Governor's Highway Safety Representative